

ALPINE CITY COUNCIL MEETING

August 13, 2024

Mayor Carla Merrill called the meeting to order at 6:01 pm.

I. CALL MEETING TO ORDER

A. Roll Call

Mayor Carla Merrill

The following were present at the anchor location, which constituted a quorum: Brent Rummier, Jessica Smuin, Kelli Law, Chrissy Hannemann, and Jason Thelin.

Staff: Shane Sorensen, Ryan Robinson, Steve Doxey, Chief Brian Gwilliam, Chief Brian Patten, DeAnn Parry

Others: Robert Hanson, Jeff & Samantha McClellan, Magdalene Hagen, Kristin Hagen, Willard Cole Hagen, Jen Wadsworth, Thomas Olsen II, Jamey Johnston

B. Prayer

Chrissy Hannemann

C. Pledge

Brent Rummier

II. CONSENT CALENDAR

A. Approve Minutes from the July 30th and August 6th City Council Meetings

B. Award Bid for City Hall Roof (award recommendation TBD)

C. Approval of Proposal for 300 North Well VFD Conversion – Delco Western: \$33,532.36

D. Approval for Purchase of Replacement Motor for the Carlisle Well – Nickerson Company: \$24,721.00

E. Resolution R2024-25: Amendment to the Consolidated Fee Schedule – Increase to the Library Reimbursement

F. Approval of FY2025 Overlay Contract with Morgan Asphalt: \$878,906.68

Item B:

Shane Sorensen said it was his understanding that the council wanted to maintain the look of a wood shake roof, and a few companies provided bids for alternative materials that mimic wood shakes. The current roof is 24-25 years old, and the area is approximately 14,000 square feet.

Approximate Bids

Wood shake shingles	\$183,600	20-25 year lifespan
Stone-coated shake steel panels	\$220,000	50-year lifespan
Shake-like asphalt	\$ 95,000	20-year lifespan

Shane talked with a materials supplier and learned that wood shake is \$600 per square, while other materials are \$150-200 per square. We have \$180,000 in the budget for the roof and will likely want the remodeled fire station to have the same type of roof.

Mayor Carla Merrill said she originally thought that we had to install wood shakes to keep our historical building designation but found that this is not the case. If we are going to spend that much money, the 50-year life span of a look-alike is preferable. We do not want typical asphalt shingles.

The council agreed that we want to maintain the look and feel of wood shake, with a longer lifespan. They want to see actual product samples, photos of completed installations, and more complete bids.

Items C and D:

Kelli Law asked about the possibility of working toward more uniformity with our well motors and parts. If replacement parts were more universal, we could repair the wells more easily. Our community likes to be prepared, and water is the most important factor in preparedness.

Shane Sorensen explained that one challenge with uniformity is that the well motors vary between 100-600 hp. Some parts are interchangeable, and Greg Kmetzsch has switched parts around to keep the wells running in the past.

Motion: Jessica Smuin moved to approve the Consent Calendar, with the removal of Item B, City Hall roof, and a request for completed bids and samples of roofing materials. Chrissy Hannemann seconded the motion. There were 5 yes votes and 0 no votes, as recorded below. The motion passed unanimously.

<u>Yes</u>	<u>No</u>	<u>Excused</u>
Brent Rummler		
Jessica Smuin		
Kelli Law		
Chrissy Hannemann		
Jason Thelin		

III. PUBLIC COMMENT

There were no public comments at this point.

IV. REPORTS AND PRESENTATIONS

No reports or presentations were given.

V. ACTION/ DISCUSSION ITEMS

A. Ordinance 2024-23: Approval for Re-Zone of Select Properties to the Public Facilities Zone

Ryan Robinson explained that last November, Alpine City staff were asked to begin creating a Public Facilities Zone (PFZ) with the intent to eventually rezone parcels for public or quasi-public uses. Currently all parcels within Alpine City have either residential or commercial zoning designations. That means, for example, that if the owners of a parcel currently used for a school wanted to replace the building with homes or commercial uses, if they met the requirements of the zone, the city would have to approve that proposal. The council at the time felt these potential changes would be significant enough to deserve a separate zoning designation.

If the PFZ is approved and the parcels rezoned as such, if the owners want to change the use to commercial or residential, they will need to apply for a rezone. The rezone process requires more public feedback and direction from the city during the approval process than a typical review.

In February of 2024, the Planning Commission and City Council reviewed proposed language in multiple meetings for the standards in the new PFZ. The primary focus of this zone is to preserve parcels currently used for public or quasi-public uses.

The Planning Commission held a public hearing during their May 21st, 2024, meeting with the intent to recommend rezoning parcels within the city that met the standard for public or quasi-public uses. Originally these were parcels with an existing school, an existing church, or were owned by the city. The recommendation was to hold the public hearing and then table the item to allow the Commission and staff to make changes as needed, based on the comments that were made. A motion was made to table for the following items to be addressed:

- Staff to provide feedback as to why other cities in the County include churches.
- Additional study and inquiry into Federal laws, and if the Public Facilities language is consistent with State and Federal property laws.
- Review the Public Facilities language to be more concise.

The second review of this agenda item was held at the July 16, 2024, Planning Commission meeting, including a public hearing.

Then city staff and the City Attorney met to review the requested information from the Planning Commission. The City Attorney recommended that to be on firm legal ground we had two options:

- 1) Include other quasi-public properties (public gathering or non-profit uses), or
- 2) Exclude churches from the PFZ and let them remain in a residential or commercial zone.

The Planning Commission discussed the intent of this new zone, to preserve public or quasi-public uses. A review of what other cities were doing was also discussed. It was found that the cities that did include

churches had more quasi-public uses that could also be included (i.e., hospitals or museums) After the discussion, the following motion was made:

MOTION: Planning Commission member John MacKay moved to recommend approval of rezoning to the Public Facilities Zone for the parcels included in the staff report with the following changes: All church property will not be included in the Public Facilities Zone. Greg Butterfield seconded the motion. There were 6 Ayes and 0 Nays. The motion passed.

CITY CODE:

- Chapter 3.08 of Alpine Development Code.

NOTICING:

A public hearing was held as part of the review by the Planning Commission. No public hearing is required at this time.

STAFF RECOMMENDATION:

Because this is a legislative decision the standards for approval or denial are that the proposed code amendment should be compatible with the standards found in the General Plan as well as current city code and policies. A decision should be made by the City Council for approval or denial based on those criteria.

Ryan explained that the draft map was created quickly to give an overview of the city and school properties. The map needs some corrections (such as including Peterson Park, the Three Fall public open space, etc.). The final map will match the parcels listed in the staff report.

The council discussed the following points:

- If the city were to acquire additional property, it would need to be rezoned to the PFZ.
- The city property on 100 South has not been included in the proposed PFZ because we do not intend to keep it long-term.
- Private open space owned by an HOA or any established PRDs already have many restrictions and are not included in the PFZ proposal.
- The first public hearing was a bit confusing. Ryan Robinson and the Planning Commission did a great job of clarifying the information for the second public hearing.
- The PFZ designation for Lambert Park is in harmony with the conservation easement.

Motion: Chrissy Hannemann moved to approve the rezoning of parcels listed in the staff report as proposed, from their current zoning to the new Public Facilities Zone. The final map will be subject to review by the City Engineer/Administrator and city staff. Jessica Smuin seconded the motion. There were 5 yes votes and 0 no votes, as recorded below. The motion passed unanimously.

Yes

Brent Rummler
Jessica Smuin
Kelli Law
Chrissy Hannemann
Jason Thelin

No

Excused

B. Consideration for Approval of a Letter of Intent with the Heritage Arts Foundation for a Sculpture Park within Alpine City

Ryan Robinson explained that the Heritage Arts Foundation approached the city to approve a sculpture park on city property. The proposed location is a portion of the Town Square/City Hall block.

During the July 9th City Council meeting, council members Jason Thelin and Chrissy Hannemann requested that this item be on the agenda for discussion only. During the agenda review the following topics were discussed:

- Public safety (the fire station) is the top priority.

- A previous presentation by the Foundation showed the whole east area behind City Hall as a sculpture garden with walking paths. The city may require more space in the Town Square for a City Hall expansion, a police station, or other uses not yet identified.
- A smaller number of sculptures could be installed near City Hall, with others located in various city parks. This would allow for future city needs to be met without moving the sculptures.
- Peterson Park may be a good location as it already has pathways and large shade trees. This would move traffic and parking issues away from Main Street. Moyle Park is also beautiful and historic.
- Because the Relic Hall and City Hall are historic, the combination of a children's library and child/family-themed sculptures would be meaningful. Having a walkable, beautiful Main Street is an established goal, and a sculpture garden would enhance that.
- Approval for a sculpture garden would follow the same process as for a park and would require a master plan for the proposed garden.

The council wanted a committee to work directly with the Foundation on this proposal and future recommendations. This committee will be made up of members of the council, city staff, residents, and individuals associated with the Foundation.

The Foundation has provided the proposed letter of intent (LOI) for a Public-Private Partnership (P3) Agreement between Alpine City and the Heritage Arts Foundation. The P3 Agreement would be legally binding, but the LOI is to outline the scope without a binding agreement at this point.

The council discussed the following points:

- Creating a sculpture garden in a city park would constitute a "material change" and would follow this process:
 1. The committee works with staff to create a design proposal.
 2. The proposal is submitted to the Planning Commission for feedback.
 3. Changes and updates are made.
 4. The Planning Commission reviews the revised design proposal and holds a public hearing.
 5. The recommended plan goes to the City Council for approval, where a super majority vote is required.
 6. After the City Council is satisfied with the proposal, a P3 Agreement could be created.
- The council wanted to add a phrase to the LOI requiring that the proposal would conform to the existing open space ordinance.

Attorney Steve Doney explained that he tried to keep the edited LOI as close to the original intent as possible. The LOI binds Alpine City to move forward in good faith and can be terminated at any time by either party.

Robert Hanson, with the Heritage Arts Foundation, was invited to microphone. Robert explained that he was not aware of the various steps required by the city, so the LOI is open-ended. Phase 2 indicates that the necessary parties will have a voice and opportunity for input before a P3 Agreement is created. Potential donors approached by the Foundation will want to know specifics: what they are funding, where it will be located, and the parameters for naming rights.

Motion: Brent Rummler moved to approve Resolution R2024-26 the Letter of Intent as proposed between the Heritage Arts Foundation and Alpine City, with the following change, that a new Phase 2: 1-b is added before the current "b" item, that the proposal will conform to the Alpine City open space ordinance and be subject to legal review of its final language. Chrissy Hannemann seconded the motion.

Jason Thelin asked if Brent Rummler were open to amending the motion to include a change to Phase 2, Item 2-a, removing the language, "assuming an agreement is warranted."

Brent Rummler and Chrissy Hannemann agreed to the amendment.

Amended Motion: Brent Rummler moved to approve Resolution R2024-26 the Letter of Intent as proposed between the Heritage Arts Foundation and Alpine City, with the following changes: that a new Phase 2: 1-b is added before the current "b" item, that the proposal will conform to the Alpine City open space

ordinance and be subject to legal review of its final language; and in Phase 2, Item 2-a, the language, “assuming an agreement is warranted,” will be removed. Chrissy Hannemann seconded the motion. There were 5 yes votes and 0 no votes, as recorded below. The motion passed unanimously.

<u>Yes</u>	<u>No</u>	<u>Excused</u>
Brent Rummler		
Jessica Smuin		
Kelli Law		
Chrissy Hannemann		
Jason Thelin		

C. Approval of Canyon Crest Safety Improvement Plan

Shane Sorensen reported that over the last several months there have been council discussions about improving safety on Canyon Crest Road. Staff have reviewed the study completed by Hales Engineering and have taken into consideration their recommendations as well as other potential improvements. With the Canyon Crest Road Improvement Project (CCRI) that has been funded for 2026, some of the more costly potential improvements could be included in the design for that project.

Some improvements are recommended for installation prior to the 2026 project. The packet includes an exhibit of those recommended for installation at this time:

- Install an advanced warning light for the Rectangular Rapid Flashing Beacon (RRFB) located at the Ridge Drive crosswalk (150 feet towards the roundabout in the southbound direction). The RRFB is pedestrian-activated.
- Repaint the crosswalk at Ridge Drive with potential yield lines.
- Install advisory 25 mph speed limit signs in each direction, north and south of Ridge Drive.
- Install a “Blind Intersection Ahead” sign northbound to the south of Carlisle Avenue.
- Install a new radar speed limit sign southbound on the south side of Carlisle Hill.
- Install a new crosswalk at Healey Boulevard. Monitor its use and, if warranted, an additional RRFB could be installed in the future.

These improvements could be implemented quickly. The yellow box on the map shows other options that can be considered with the design team for the 2026 CCRI Project.

The council discussed the following points:

Paint lines - The city typically burns thermal tape onto the asphalt for longevity, but with the 2026 CCRI Project coming up, we do not want to spend that much money for temporary lines. Instead, the lines would be painted on the road.

Advanced warning light – The light helps alert drivers around the curve as they approach the crosswalk. A similar light has been on Westfield Road for about five years. The battery and the push button are usually the first parts to fail on these lights.

Temporary curb extension – These are recommended when there is a parking lane on the street. We don’t have that much space on Canyon Crest Road. Potential curb extensions may be considered with the 2026 CCRI design team.

Public Comment

Thomas Olson – 481 S. Main Street, Alpine

Thomas said that if we drop the speed limit from 35 to 25 around the curve it will only add 12 seconds to the average commute. He thinks that 10 mph makes a big difference for safety. Motorists tend to ignore the yellow cautionary signs, so he would like to see white regulatory speed signs. These signs would be easier to follow.

Motion: Kelli Law moved to approve the Canyon Crest Road Safety Improvements as outlined. Brent Rummler seconded the motion. There were 5 yes votes and 0 no votes, as recorded below. The motion passed unanimously.

<u>Yes</u>	<u>No</u>	<u>Excused</u>
Brent Rummler		
Jessica Smuin		
Kelli Law		
Chrissy Hannemann		
Jason Thelin		

D. Approval of Design Services for the Alpine City Fire Station Expansion/Remodel

Shane Sorensen reported that the city has been considering an addition/remodel of the fire station for several years. A conceptual design has been provided by Babcock Design, but the concept has not been officially adopted by the City Council. A funding proposal for the fire station was reviewed and approved as part of the FY2025 budget. To move this project forward, the city needs to hire an architect to begin working through the process of finalizing a concept design and getting a general contractor on board

Babcock Design has provided a cost proposal for design services, which is based on a \$4.5M dollar construction cost estimate. Included in the proposal is a \$6,500 fee to finalize the conceptual design and a project design fee of \$337,500. The architect will work with city staff, fire department staff, and the City Council for approval of the conceptual design, and then move into the final design phase. This will include all aspects of the building layout, landscaping, the incorporation of a sculpture garden, if approved, driveway access, and other features of the project. The latest concept options that have been discussed are included in the packet.

There are two firms that design most of the fire stations locally, Babcock Design and Blalock Design. City staff met with both, walked through the current station, received proposals, and selected one.

Steve Doxey explained that we can take the Sole Source Provider route, based on the information they have already produced, and that would be a continuation of what has already happened. This would allow us to justify the selection under the Procurement Code.

Shane Sorensen said that we are not selecting a contractor to do the work at this point. That would be the next step. Our plan is to go with the Construction Manager/General Contractor model (CM/GC). The CM/GC would be responsible for obtaining bids for the various trades, which is a common approach for city buildings. It works well and provides cost savings.

Steve Doxey clarified that even if we forgo requesting a Statement of Qualifications (SOQ), Shane will need to make a finding as the Chief Procurement Officer that he did his best to get a fair price based on those who have expertise in this area. The goal of the Procurement Code is to get the city a fair price on professional services, without the requirement of obtaining contract bids, as with public works projects.

Shane Sorensen explained that even with an SOQ, we do not have to take the lowest bid. Instead, if we are happy with their qualifications, we can just negotiate a price. Cost is not the only determining factor. Most design firms base their fee on a percentage of the construction costs. This practice is common with engineering and architectural services. It smooths out the process with the many change orders required in a job like this.

The Council discussed the following details:

- Babcock Design did the work on the Cedar Hills fire station. Our experience with them so far has been great. Going with a sole source provider would not delay this process further.
- We have been working on the fire station for more than two years. The architect does not want to move ahead without council commitment to the concept plan.
- Hourly billing is for the design of the concept plan, capped at \$6,500, unless the process is more involved than anticipated. This design is to refine the concept plan, not to get into the details of plumbing, electrical, etc. The design process can be extensive because so many opinions are involved. The hourly billing of the initial design at \$6,500 was a concern for some council members.

- The city does not construct many buildings. Pump houses and the like are simple and do not require a design element, as they are basically a box with mechanical fixtures, and are approved through the budget process.
- Moving forward, the council would hold a work session to look at the latest concept plan and have discussions. The council would also receive input from Chief Patten and Chief Beck who know the daily needs of the station. Both chiefs have said that they just want functional elements, not anything fancy. We also want to plan for future needs. The architects would also attend this meeting so they could make adjustments to the design.
- A public hearing will be required because the addition to the station would extend into the park, a road may be added, and decisions will need to be made about the now-vacant home on the corner of 100 North.

Motion: Jessica Smuin moved to approve the design services proposal from Babcock Design, not to exceed \$344,000, for the fire station addition/remodel. Brent Rummmler seconded the motion. There were 5 yes votes and 0 no votes, as recorded below. The motion passed unanimously.

<u>Yes</u>	<u>No</u>	<u>Excused</u>
Brent Rummmler		
Jessica Smuin		
Kelli Law		
Chrissy Hannemann		
Jason Thelin		

Public Comment

Jamey Johnston - 1296 E. Oak Wood Circle, Alpine

Jamey is a friend of former Mayor Hunt Willoughby, who recently passed away. Jamey requested that the council consider modifying the name of Creekside Park to memorialize Mr. Willoughby. He commented that Burgess Park and Moyle Park are both named after community luminaries.

VI. STAFF REPORTS

Chief Brian Patten said he still does not have updates on the fires from a week ago. He is waiting to hear back from the State Crime Lab.

Ryan Robinson reported that Wayne Patterson brought in the final rendering for the duplex on Main Street, with only minor changes to the design. Ryan will have the rendering in his office for council members to review.

Recently Ryan has received several inquiries about opening car dealerships in Alpine. These have been for home occupations, which are not permitted as a Conditional Use, and do not work in our code.

Shane Sorensen added that with the state code, you cannot meet the dealership requirements at your home.

Council members commented that a car lot with large prices painted on the windows is unsightly, but the sales tax revenue is attractive.

Car lots are currently prohibited in our commercial zone. If we changed the ordinance to allow car lots in this zone, we could set regulations to control the visual aspect. However, it could also become very complicated.

Shane Sorensen thanked the staff, the City Council, the mayor, and everyone who helped with Alpine Days. It was amazing how many people attended. He also thanked Heidi Smith for her hard work this first year as Alpine Days chairperson. She was firm when needed, and calmly handled situations that would set most people off. It was very impressive.

VII. COUNCIL COMMUNICATION

Brent Rummler, city representative for the TSSD, invited council members to an open house to learn about early results on the recovery of Utah Lake. A box lunch will be provided Thursday, September 12, from 10:30 am – 12:30 pm.

The mayor encouraged council members to take the tour, if they had not yet done so. Chrissy Hannemann commented that there was a booth at Alpine Days about reclaiming Utah Lake.

Jessica Smuin asked about the next meeting on the Main Street Small Area Plan. Ryan Robinson said they are still working out the time with MAG. It will probably be next week.

Kelli Law asked Ryan Robinson for an update on the issue of residents wanting to buy small sections of city property.

Ryan said that requests often come from residents who live next to city open space where weeds are growing. They want to buy a section so they can put in nice landscaping, or so they can build a detached garage, etc. If the open space is part of a PRD, the request would not be considered unless the existing open space is greater than 25 percent. Each request would be brought before the council, but it would help staff if there were some set guidelines at the beginning of the process. There will be more discussion on this issue.

Mayor Carla Merrill appreciated the public safety officers who helped at Alpine Days, city staff members, Heidi Smith, and Cal Christensen and his crew. The mayor observed Cal's team efficiently circling the park emptying trash bins and keeping things looking nice. She said that Kelli Law did a great job with parking issues on the three evenings of the rodeo, and thanked Jason Thelin, Chrissy Hannemann, Kelli Law, and Jessica Smuin who helped with the Senior Dinner. (Brent Rummler was out of town).

On Saturday, the mayor and Chrissy Hannemann staffed a booth to obtain public input. Residents were allowed to state their options on multi-family dwellings, the Central School District, a children's library, park improvements, trails maintenance, and other important issues. The residents appreciated the chance to give input. The results are available in the mayor's office. It might be good to repeat this activity at the Main Street Trick-or-Treat, which is always well attended.

The mayor observed that many of the attendees were not current Alpine residents, but they grew up here and had fond memories of Alpine Days. Good experiences bring these adult children and their families back to our celebration.

Chrissy Hannemann was impressed that Parks Supervisor, Cal Christensen, was the last person at the park after the fireworks, and that he had worked 20 hours that day.

Mayor Carla Merrill asked about the timeline for installing cameras at the parks, as there was more vandalism in the restrooms during Alpine Days.

Shane Sorensen said that they are still working on issues with electrical connections.

Motion: Kelli Law moved to adjourn the meeting. Jessica Smuin seconded the motion. There were 5 yes votes and 0 no votes, as recorded below. The motion passed unanimously.

Yes

Brent Rummler
Jessica Smuin
Kelli Law
Chrissy Hannemann
Jason Thelin

No

Excused

The meeting was adjourned at 7:49 pm.